

DEPARTMENT OF POLITICAL SCIENCE,
LAW AND INTERNATIONAL STUDIES

Via del Santo,28
35123 Padova

fax +39 049 8274007
dipartimento.spgi@pec.unipd.it
www.spgi.unipd.it

CF 80006480281
P.IVA 00742430283

Call for applications for thesis and internship abroad scholarships A.Y. 2022/2023

The Italian language version of the act “Call per l’assegnazione di borse di studio per stage e tesi all’estero” is prevailing with regard to the exact interpretation of the rules contained within, also in case of potential disputes.

Art. 1 Purpose

The Department of Political Science, Law and International Studies of the University of Padua is calling for applications for scholarships to be used to support students preparing all or a portion of the Master’s degree thesis and doing a curricular internship abroad.

The call is addressed to students enrolled in the Master’s degree programs of the Department of Political Science, Law and International Studies (SPGI).

The amount of funds, € 20.000,00, gross of all statutory expenses, will be allocated following the chronological order of the applications’ submission, within budget and no later than the **31st of December 2023**. The deadline to submit the required documentation is **15th October 2023**.

In case of unavailability of the funds, an announcement will be promptly published in the Department’s web page www.spgi.unipd.it.

Art. 2 Admission Requirements

In order to be eligible for the call for applications, applicants must possess the following requirements at the time of application:

- being duly enrolled in a Master's degree program of the Department;
- having regularly paid the due tuition fees;
- having submitted the thesis research proposal or internship project approved and countersigned by the thesis supervisor / the Professor in charge of internship projects for the Master's degree program;
- do not take advantage of other financial grants for thesis and internship abroad;
- not being resident in the country where the thesis research / internship takes place.

The scholarship will be disbursed after the verification of the student's acceptance from the host institution / the thesis's supervisor approval, and of the coherence with the student's academic study plan.

Art. 3 Application procedure

In case of internship, applicants must arrange the required documentation according to the **Career Service Office's** instructions (see the details: <https://www.unipd.it/en/internships-abroad>).

The above documentation must be sent **at least 15 days before** the beginning of the mobility period emailing it at stage@unipd.it.

Besides, the student must fill out the **application form (attached)**, print it, have it signed by the Professor in charge of internship projects for the Master's degree program, and deliver it in person to:

SPGI Department's Offerta Formativa Office
via del Santo 28, 35123 Padova - first floor, room 02 012
from Monday to Friday from 8.30 am to 1 pm

In case of thesis research, the student must fill out the **application form (attached)**, and deliver it **in person** along with the supervisor's request to **SPGI Department's Offerta Formativa Office**.

Deadline to submit the required documentation: 15th October 2023

Each applicant shall receive notification of the selection outcome by email to the institutional address (name.surname@studenti.unipd.it) after the proper verification of all documents.

The internship can have a duration ranging from **one (1) month to three (3) months** and must be completed within the **31st December 2023**.

Art. 4 Health insurance

The University of Padova provides the student with accident at work and civil liability insurance coverages for the whole duration of the traineeship, upon stipulation of the Agreement between the University and the host institution or company and the approval of the training project.

Medical assistance abroad is guaranteed for emergencies by the European Health Insurance Card EHIC (TEAM) released by ULSS. For specific information please visit:

<https://www.salute.gov.it/portale/cureUE/dettaglioContenutiCureUE.jsp?lingua=english&id=5272&area=healcareUE&menu=vuoto>. It is anyway recommended to take out an insurance health policy.

EHIC cards are not valid in Serbia and North Macedonia; non-EU students cannot use EHIC cards in Denmark, Iceland, Norway and Liechtenstein. All students who do not have an EHIC card or who cannot use it in the country of destination, are required to take out a private health policy before departure.

Students are in charge of procedures/costs necessary to obtain the visa and/or stay permits. The University cannot be considered responsible in case of non-issuance of the visa, even after the grant has been assigned. Please note that in order to issue a visa some Countries require students to certify they have adequate financial means. The minimum amount required is variable and, in some cases, it could be higher than the grant.

It will be the student's responsibility to provide for any insurance additions.

Art. 5 Scholarship amount

In case of internship, the scholarship comes in the form of **€ 500.00 per month** (gross of all statutory expenses) and will be awarded **for a period of maximum three (3) months**. **The scholarship will be paid in two instalments**: the first one will cover the 80% of the total amount, and the second will cover the remaining 20% and will be paid after the student's submission of the final documentation to the Career Service Office (see the details: <https://www.unipd.it/en/internships-abroad>).

For internships ending the 31st December 2023, the second instalment will be paid within February 2024.

In case of thesis research, the scholarship amount **€ 500.00** (gross of all statutory expenses) **will be awarded in a lump sum**.

The scholarship will be disbursed on the basis of personal data and bank details the student declares in their personal area in UNIWEB. Therefore, the student has to verify all data provided through UNIWEB and update them if necessary.

Grants will be exclusively paid on the beneficiary's bank account (or joint account).

In order to receive the scholarship, the student must comply with the following conditions:

- do not interrupt the mobility except for reasons of certified force majeure;
- send the final documentation by **email** to stage@unipd.it **within 10 days** from the end of the mobility and no later than the **31st December 2023**.

In case of interruption, the portion of the grant exceeding the period effectively spent abroad will not be paid.

Art. 6 – Final Provisions

The Responsible person of the Administrative Procedure is Prof Elena Pariotti, Head of the Department of Political Science, Law and International Studies.

Candidates can exercise their right of access to the records of the competition proceedings as provided for by current law.

Art. 7 - Processing of personal data

The University of Padua processes the personal data of the interested parties in compliance with the principles of correctness, lawfulness, transparency and minimization, for the protection of privacy and all the rights of the interested parties, according to the provisions of the European Regulation on the protection of personal data (EU Regulation 2016/679, so-called GDPR), by the Code regarding the protection of personal data (legislative decree 196/2003 and subsequent amendments) and by the consequent implementing measures adopted by the European authorities and by the Guarantor for the protection of personal data (https://www.garanteprivacy.it/web/garante-privacy-en/home_en).